



COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

[Vendor Name]

[Address]

[City, State Zip Code]

[Vendor ID#]

**FROM: Mary Ward, Child Care Subsidy Program Manager
Virginia Department of Social Services (VDSS)**

DATE: June 10, 2016

RE: MANDATORY Meeting for Child Care Subsidy Vendors

1. Mandatory meeting.

VDSS has scheduled meetings throughout the state to inform our subsidy vendors of new requirements and to answer questions in preparation for upcoming changes. Meetings will be held July 2016 through October 2016; all subsidy vendors must attend one of these meetings. The new requirements will be outlined in your Vendor Agreements, and the meetings held by VDSS will help ensure that vendors are aware of any changes to their participation requirements for the program. Having a signed Vendor Agreement on file with VDSS will continue to be required for all providers interested in receiving payment for families who receive subsidy assistance.

2. Why must vendors attend?

The Child Care and Development Block Grant Act of 2014 reauthorized the funding for federal child care assistance through the Child Care and Development Fund (CCDF). These funds are used to authorize child care subsidy services for families at each local agency across the state and make payments to approved child care providers for services rendered. The new law requires specific changes to the way the Department of Social Services administers the Child Care Subsidy program with the goal of promoting families' economic self-sufficiency, providing affordable child care, and improving the

quality of child care programs. The law has also updated the requirements for **ALL PROVIDERS** who received child care subsidy payments. There are new health and safety requirements as well as updated training requirements for our vendors. The implementation date for some of these new requirements is **November 2016**.

3. How do I register?

Attendance at one of these meetings will be mandatory for all Subsidy Vendors. Each vendor must choose a location and time to attend and must PRE REGISTER. Available slots will be filled on a first come, first serve basis. If you (or a representative from your facility) do not attend one of these meetings, you will no longer be approved or eligible to receive subsidy payment until participation in a meeting has been completed.

The ONLY method of registration is via the internet.

<https://www.eventbrite.com/e/2016-vdss-subsidy-vendor-information-sessions-registration-25412626851>

There are several sessions available to attend across the state during the months of July through October, 2016. Please choose your preferred option when you click REGISTER.

Each location has its own ticket – the home page lets you know what the location and times are for the meetings. When you click “register”, you will be able to choose a location. When the tickets (based on the capacity of the room is reached) are “sold out”, you will receive a message to that effect informing you to choose another location. The registration form will require that you provide you name, your email address, company name (your name or your center’s name), and your vendor ID number. The registration confirmation will include specific location information.

NOTE: When you receive your "ticket" confirmation, the first date you see in the "Date/Time" box will be the full range of dates for the Vendor Information Sessions. To confirm that you registered for the correct session, look at the bottom box "Type" to see the actual session you have selected.

NO ONE WILL BE ADMITTED TO A MEETING WITHOUT A TICKET

4. No Computer or internet access?

All public libraries in Virginia have computers. Computers are available for public use on a first-come, first-served basis. Most of the computers have no time-usage limit.

For a list of public libraries, go to <http://www.lva.virginia.gov/public/libraries.asp>

For more information on the Child Care and Development Block Grant Act of 2014, please visit <http://www.acf.hhs.gov/programs/occ/ccdf-reauthorization>